



California State Fire Training

Bus (916) 445-8444

osfm.fire.ca.gov/training/training.php



INTERIM SFT PROCEDURES

Procedure Title: Instructor I

Effective Date: May 22, 2014

Section Change: **Title: Instructor I Certification**

As of December 31, 2016, Training Instructor Certification will be retired and replaced with the Instructor I Certification.

Prerequisites:

None

Educational Requirements

The following course is required:

- Instructor I: Instructional Methodology

Certification Exam:

None (at this time)

Certification Task Book:

Instructor I certification task book

Experience:

1. Fire Service

- a. Have a minimum of one year full-time paid experience in a California fire agency

OR

Have a minimum of two years part-time paid/volunteer experience in a California fire agency

- i. Full-time or Part-time experience must consist of: scheduling instructional sessions and assembling materials, adapting prepared lesson plans, delivering fire service training, and administering classroom tests.

2. Teaching

- b. Have a minimum of 80 hours teaching/training experience within a fire service-related program (with feedback).
 - i. Teaching must be related to fire or emergency medical services and delivered in a formal classroom or drill ground environment
 - ii. Document all teaching experience in the Certified Instructor Task Book.

Rank or Position:

None

Candidate Application:

To apply for a certification task book.

This Interim Procedure provides guidance and/or interpretation on State Fire Training Procedures and shall be effective for 12 months from the approval date.

1. Download (from the SFT website), complete and submit:
 - a. The SFT Fee Schedule
 - b. The certification task book application for the job function certification being pursued
2. A complete certification task book application package includes:
 - a. The SFT Fee Schedule
 - b. Nonrefundable payment by check or money order (payable to CAL FIRE – State Fire Training)
 - c. The certification task book application
 - d. All supporting and verification documentation
3. Submit the complete certification task book application package to:
State Fire Training
Attn: Cashier
PO Box 997446
Sacramento, CA 95899-7446

To apply for Instructor I certification

1. Submit a completed certification task book to State Fire Training and include any additional supporting documents.

New Instructor I Candidates

Candidates beginning to pursue Instructor I certification as of May 22, 2014 should utilize the new Instructor I curriculum.

Current Training Instructor Candidates

Candidates pursuing Training Instructor Certification under the existing requirements must complete all requirements; submit their fees, application and all supporting documentation to SFT prior to December 31, 2016.

Equivalency Period

There is NO equivalency between the retired Training Instructor courses and the new Instructor I courses.

Justification:

The State Board of Fire Services has approved the Instructor I curriculum and associated changes in the certification track educational requirements. These changes are directed at meeting the specific Job Performance Requirements for Instructor I established in NFPA standard 1041.

The current SFT Procedures Manual dated May 2008 only includes the Training Instructor Curriculum and certification educational requirements. This creates confusion for candidates attempting to obtain Instructor I.

Point of Contact:

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Approved By:



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